Thank you for your interest in employment with the Transportation Security Administration (TSA). If you successfully complete the Transportation Security Officer (TSO) candidate evaluation process and are selected for a position, you will play a vital role in supporting the Department of Homeland Security (DHS) mission. This fact sheet conveys some of the unique operational requirements at Pangborn Memorial Airport that may impact TSO work schedules and other relevant information about this airport location. General information about the TSO position can be found in the Job Opportunity Announcements posted on USAJOBS.gov.

**AIRPORT OVERVIEW**

Pangborn Memorial Airport (EAT) maintains a 7 days a week schedule with TSA operational times between the hours of 0400-1800, but the hours could vary based on operational needs. Screening operations for passengers and baggage are located inside the terminal and may or may not be temperature controlled.

**WORK SCHEDULES**

TSO work schedules are based upon the operational needs of the airport and may include non-traditional shifts, weekends, and holidays. Virtually no flexibility is offered to accommodate other commitments or employment/academic schedules. However, under the Collective Bargaining Agreement, TSA does allow one way trades and shift trades to assist with schedules.

This airport is currently assessing candidates for part-time positions with a tour of duty of 32 hours per week. This consists of 4-5 workdays with 8 hours per day, depending on airport operational needs. After new hires successfully complete their training, specific shifts are assigned and are subject to periodic adjustments.

TSA employees are considered emergency personnel and are expected to report for duty during inclement weather regardless of state and local restrictions on travel.

**CONTACT INFORMATION**

If you have any questions, please contact the TSA HRAccess Help Desk by phone at 1-877-872-7990 or by email at HelpDesk@mailserver-hraccess.tsa.dhs.gov. If you are hearing impaired and require assistance, please call our TTY line at 1-877-872-7992.

**COMMUTER INFORMATION**

Onsite parking is available for TSA employees free of charge. Public transportation to the airport is not available. Subsidies for transportation are not offered at this location.

**ACTIVE DUTY MILITARY**

If you are on active duty military service, are a reservist, or are a member of the National Guard who has been called to active duty, you must either be discharged on terminal leave pending separation or released from active duty under honorable conditions prior to beginning employment with TSA.

**COLLECTIVE BARGAINING AGREEMENT**

This position is in the bargaining unit for which the American Federation of Government Employees (AFGE) is the exclusive representative. Membership is voluntary. If you choose to join the union, dues are prorated.
DUAL FEDERAL EMPLOYMENT RESTRICTION

TSA has a strict policy governing dual Federal employment that limits the number of hours that an employee can work to 40 hours or less per week. Only specific positions within the U.S. Postal Service, the U.S. Census Bureau, the National Oceanic and Atmospheric Administration, the U.S. Office of Personnel Management, and the Government of the District of Columbia qualify for an exception to this 40 hour limitation. In addition, dual employment cannot conflict with your official TSA duties, nor can it affect your fitness for duty or ability to report to work on time. Since TSA would be considered the primary employer for the purposes of scheduling work, assigning shifts, scheduling training, approving leave, etc., it is incumbent upon the employee to resolve any scheduling conflicts with the other Federal agency.